

TOWN OF WILLIAMSPORT
MAYOR AND COUNCIL MEETING MINUTES
June 11, 2012

A regular meeting of the Williamsport Mayor and Council was held on June 11, 2012, at the Williamsport Town Hall in Williamsport, MD at 7:00 p.m.

In attendance were:

Mayor James G. McCleaf II
Councilwoman Joan Knode
Councilman Jim Kalbfleisch
Councilman Bill Green
Councilman Tim Fraker
Councilwoman Maya Haines
Town Attorney Ed Kuczynski

Also present Donnie Stotelmyer, Town Clerk

Mayor James G. McCleaf II called the meeting to order. Mayor McCleaf asked all in attendance to stand for a moment of silence followed by the pledge of allegiance.

A motion was made by Councilman Tim Fraker to accept the minutes of the regular meeting minutes held on May 14, 2012, and the workshop meeting minutes held on June 4, 2012 and the Executive meeting minutes held on June 4, 2012, seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Financial Report

A motion was made by Councilman Tim Fraker to accept the Financial report as presented seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Guests

Mayor James McCleaf gave Mike Nestor of Thrasher Engineering report.

PROJECT STATUS REPORT
TEI Project # 20-0963

May 14, 2012

- Pump Stations are substantially complete
- Walk through with USDA is scheduled for May 23rd @ 9:00 AM
 - Items to be completed include portable generators for stations #2 and #3,

installation of watertight pump disconnects and junction boxes at station #1, installation of heater and exhaust at station #2, and exhaust installation at station #4.

- Additional work is requested including:
 - Generator at station 1 (on order and approved by change order)
 - Roof and lighting over station #2
 - Paint floors at stations #1 and #3
 - Replace doors and siding at station #4
- Sanitary overflow on Church Street.
 - Thrasher ran camera and found restrictions in old line
 - Taylor's and Roto Rooter removed the blockages
 - Thrasher will come back and camera to confirm
- Forcemain leak at Pump Station #3
 - Snyder will patch line immediately
 - Snyder will price out replacement of entire forcemain

Mayor James McCleaf introduced Mr. Tim Ailsworth, Executive Director of Local Government Insurance Trust (LGIT). Mr. Ailsworth was present to present the grant award of \$700 to the Mayor and Council to be used towards certifying all town employees in AED, CPR and First Aid.

Town clerk Donnie Stotelmyer presented on behalf of the United States Air Force this document certifies that the accompanying American Flag was proudly flown in combat on an AC-130U gun ship ACFT0510 "gunslinger" on two occasions over Afghanistan in support of Operation Enduring Freedom on March 12, 2012. This flag is presented to Town of Williamsport Maryland by SMSGT Troy Brawner.

Correspondence

Mayor James McCleaf read a thank you note from Rehoboth United Methodist Church thanking Town Clerk Donnie Stotelmyer for his assistance and guidance recently in allowing Rehoboth United Methodist Church to provide the street fair on Saturday, June 2, 2012 and the Mother's Day worship in Byron Memorial park on Sunday, May 13, 2012.

Mayor James McCleaf reported that Williamsport High School has forwarded the name of senior who will receive the 2012 Ruby M. Seymour Scholarship Award. Devyn M. Stotelmyer has been named as the award winner for this year. The committee believes that Devyn is very deserving of this award.

Mayor James McCleaf reported that the Williamsport Redmen will hold its annual Flag Retirement Ceremony scheduled for Saturday June 16, 2012 starting at 1:00 pm.

Reports:

Board of Elections Supervisor

No report

Board of Zoning and Appeals

Town Attorney Ed Kucyznski reported Blackwell 2 LLC requested Special Exception to convert an existing video store into a Subway restaurant (interior work only) at property located at 8 Milestone Terrace Williamsport MD. Owner/Applicant also request a variance in connection with the number of required off street parking spaces.

History and Museum Board

Jerry Knode of the History and Museum Board reported on the Civil War Retreat through Williamsport. There were lots of out of town visitors and the museum is open.

Planning Commission

Permits Reviewed and Disposition Made:

2012-15	19 W. Frederick Street	Garage Construction	Approved	Fee: \$ 50.00
2012-16	416 S. Conococheague St	Zoning	Approved	50.00
2012-18	154 N. Artizan Street	Demolition	Approved	50.00
2012-19	2 N. Conococheague St	ADA Lift	Approved	0.00

Permits Being Reviewed

2012-13	8 Milestone Terrace	Commercial -	Appeal Pending
2012-14	31 W. Salisbury St.	Replace Porch	Pending
2012-17	38 E Potomac Street	Commercial	Pending

Old Business:

Buffer Ordinance – pending from attorney
Demolition Ordinance – pending from attorney

New Business:

Requesting that Zoning Ordinances be incorporated on to Town Web Site

Land Use

No report

Legal Council

Town Attorney Ed Kucyznski explained to the Mayor and Council prior to the final site plan to be considered and approved, there are several items that will need to be addressed. These include the 614.1 square foot portion of the alley located to the rear of the Red Barron property is no longer needed for public use and that it could be abandoned to the benefit of Higher Ground Reality LLC.

Councilman Tim Fraker made a motion to introduce the abandonment of the 614.1 square foot of the alley located to the rear of the Red Barron is no longer needed for public use and that it be abandoned to be incorporated in the Sheetz Inc. development of the Red Barron property. Seconded by Councilwoman Joan Knode motion carried with all voting in favor.

Town Attorney Ed Kucyznski explained that eight parking spaces along Potomac Street and seven parking spaces along Artizan Street be abandoned as indicated on the final site plan for the Sheetz project submitted to the Town of Williamsport Planning Commission.

Councilman Tim Fraker made a motion to introduce the abandonment of parking spaces as presented seconded by Councilwoman Joan Knode, motion carried with all voting in favor.

Town Attorney Ed Kucyznski explained to the Mayor and Council that Sheetz Inc. is offering to transfer the existing Sheetz site located at 100 East Potomac Street Williamsport MD to the Town of Williamsport. He advised this should only be accepted by the Town of Williamsport on the condition that the existing Sheetz store, once the transfer is complete, that Sheetz Inc. comply with all environmental matters prior to the transfer.

Councilman Tim Fraker made a motion to accept the transfer of the existing Sheetz store located at 100 East Potomac Street Williamsport to the Town of Williamsport as presented

Sheriff's Report

Mayor James McCleaf gave the May 2012 Sheriff's report.

Council report

Councilman Tim Fraker gave the following pool report:

- Made Approximately \$6,000.00 in revenue Memorial Day Weekend
- Improved facilities at the pool, including new diving board and handicapped accessible chair\
- Experienced staff includes 18 returning employees, including 12 lifeguards
- Offering 3 morning and 4 evening sessions of Red Cross Swim Lessons, each with at least 10 classes.
- Groups from Williamsport High School, Williamsport Rec. Camp, Rehoboth UMC Day Care, Boys & Girls Clubs, CitiKids, and Boy Scouts of America have utilized or will be utilizing the pool this summer.

Councilman James Kalbfleisch reported the following:

- The Town of Williamsport will be converting to Itron Electric Radio read Meters in the next Fiscal Year 2013.
- 1100 Residential, 30 Commercial, Meters will be replaced
- Once this process has been completed The Town's Water & Electric grid will be completely Radio read system.
- The Town of Williamsport will be only one of several systems that is totally radio read in the State of Maryland

Councilwoman Joan Knode reported that Pavilion #3 in Byron Park has been cleaned. She also reported that the Community Building Pavilion #1 and #2 have several areas that need addressed. Currently the carnival is in the park and stone work on the drain culvert will begin soon.

Councilman Bill Green reported that the hanging baskets on Main Street are being watered on a regular basis, pot holes throughout Williamsport are being repaired and parking issues are being addressed.

Councilwoman Maya Haines reported that she has resigned from the C & O Canal Days Committee. She is currently working on July 4th activities for Byron Memorial Park. The Rhythm Kings Band, if the Council approves, wants to book them for July 4, 2012. She reported that the music will be provided also by the Williamsport Community Band, fireworks and food provided by the Williamsport Fire Company.

Mayor's Report

Mayor James McCleaf reported that a majority of his time has been working on the Town's Fiscal 2013 Budget. He also attended Fountain Rock School on "How Government works every day." He reported that he attended a pre-audit meeting with Draper and McGinley Auditing firm.

Unfinished Business

Mayor James McCleaf informed the Council the resolution was introduced at the last Council meeting for adoption of the County's Multi-Hazard Mitigation Plan in order to be in compliance with FEMA regulations particularly as same apply to funding for hazard mitigation projects all municipalities are required to update same and that the resolution in fact adopts the updated Multi-Hazard Mitigation Plan.

Councilman Tim Fraker made a motion to adopt a resolution for adoption of Washington County Multi-Hazard Mitigation Plan as presented seconded by Councilwoman Joan Knode with all voting in favor motion carried.

Mayor James McCleaf informed the Council that a public hearing was held on Monday, June 11, 2012 to consider the proposed 3% sewer rate increase for the Town of Williamsport.

Councilman Tim Fraker made a motion to adopt the 3% sewer rate increase for the Town of Williamsport as an emergency ordinance as presented, seconded by Councilman Jim Kalbfleisch with all voting in favor motion carried.

Mayor James McCleaf informed the Council that a public hearing was held on Monday, June 11, 2012 to consider the proposed Town of Williamsport budget 2013 beginning at 6:30 pm.

Councilman Jim Kalbfleisch made a motion to the 2013 Fiscal Budget for the Town of Williamsport as an emergency ordinance as presented, seconded by Councilman Tim Fraker with all voting in favor motion carried.

New Business

Mayor James McCleaf informed the Council that Councilman Bill Green would like to entertainment a motion to permit Councilman Bill Green as a volunteer parking meter attendant for the Town of Williamsport. Councilman Jim Kalbfleisch made a motion to make Councilman Bill Green a volunteer parking meter attendant seconded by Councilman Tim Fraker with all voting in favor motion carried.

Citizen Participation

Town resident Walter Williams questioned the Mayor and Council over permitting drinking of alcohol in the Springfield Farm Barn. Two incidents have occurred in one week. He requested that the Mayor and Council should reconsider their position on this. Discussion was held concerning the rental contract language and how this is specified.

Town resident David Kirby asked the Mayor and Council if they could provide him with contact information concerning Mr. Richard Wilson, Washington County Housing Authority. Mayor McCleaf stated he would obtain that information for Mr. Kirby.

Town resident Carolyn Spinney 14 North Artizan Street raised concerns over the State of Maryland's redistricting. She stated that the Town of Williamsport will now be part of the Montgomery County districting.

Town resident Don Munson commented on observing town employee Charles Brown. He stated Mr. Brown does a wonderful job working for the town of Williamsport.

Town resident Valerie Foltz 16 West Salisbury Street commented that town employee Charles Brown has helped change her son's position on life and thanked Mr. Brown for the way he works with the Town's inmate work crews.

Councilman Tim Fraker made a motion to move into Executive Session seconded by Councilwoman Joan Knode with all voting in favor motion carried.

The Council adjourned from Executive Session and moved back into the regular Council meeting.

A motion was made by Councilman Tim Fraker made a motion to adjourn, seconded by Councilman Jim Kalbfleisch with all voting in favor motion carried.

Respectfully submitted,

Donnie Stotelmyer
Town Clerk
Town of Williamsport